



**Board of Directors Meeting**  
March 29, 2023 at 8:00am  
Zoom Virtual Meeting Hartford CT

**Attendees:** Sheldon Bustow, Katie D’Agostino, Clodomiro Falcon, Keith Grant, Denis Horrigan, Matt Hart, Richard McGeary, Sandy Mello, Tom Mongellow, Fernando Muniz, Phillip Montgomery, Tracy Nixon-Moore, Marcy Reed, Jonathan Richmond, Lisa Sementilli, Urvashi Shah, John Simoneau, Vinnie Valente, and Stephen Vaughan,

**Staff:** Alex Johnson, Kim Staley, Jim Boucher, Jim Fried, Sandy Mackie, John Hampton, Ben Hensley, Morgan Wilderman, Karo Shakhnazarov, and Liz Saunders

**Absent:** Todd Andrews, David Beber, Jennifer DiBella, Lindy Lee Gold, Andrew Komarow, Fiona Mohring, John Nimmons, Melissa Otis, Rob Steinmetz, and Susan White

**Guests:** Devon Dabbs

**Chairman Richard McGeary called the meeting to order at 8:06am**

Chairman McGeary welcomed and thanked those who are joining us in person since the start of the COVID pandemic. Thank you to everyone else who has joined us remotely.

**Legislative Update – Tom Mongellow**

Tom stated there have been no recent announcements regarding the \$5 million. Budget negotiations are to start soon. We will be reaching out to committee chairs. CWP held a very successful Workforce Forum at the Capitol last Wednesday. Most committees close down this month. John Fonfara will be running for Mayor in Hartford. It will be important for us to keep IBEST funding and ensuring appropriations supports it. In D.C. there are lots of discussions going on especially with the Republicans taking over the house. We need to keep our ears to the ground. President Johnson spoke on the recommended increase to Summer Youth funding from \$5 to \$15 million a one-time increase. Our hope is to focus on keeping that funding going forward. The need is great.

**MISSION MOMENT: Work Based learning Initiative – Jim Boucher/ Morgan Wilderman**

Jim introduced the Work based learning Initiative to the Board and welcomed Morgan who gave the program overview and coordinates the Hartford Work Based Learning Program. Morgan shared specifics of the program and shared a video. She had a direct ask of our Board members to be volunteers for career video series, offer career exploration opportunities and or a tour of their agency or place of business. She spoke on the 3-step career awareness, preparation and exploration. She explained what WBL (Work based Learning) is, and how our Board members can become engaged. She spoke on opportunities, goals, and objectives. Of note in Hartford is that 2,000 youth were engaged in the last program year, 15 agencies are involved including Hartford Public Schools, City of Hartford, Jobs for the Future, and the Office of Workforce Strategy. We are looking to expand our reach to other towns. Keith Grant stated that Hartford Healthcare would be happy to help. Denis Horrigan also spoke to Morgan on the side and expressed his interest as well.

**Consent Agenda:**

- Approve January 25, 2023 Meeting Minutes (attached)
- Approve Financials for period ending 12-31-22 (attached)

**Outcome:** Sheldon Bustow made a motion to approve all the items under Consent. Sandy Mello offered a second. Fernando Muniz abstained, the remainder were in favor; none opposed; the motion carried.

**Committee Updates**

**Finance Report: Mike Rubin & Stephen Vaughan**  
**Review Audit FY22 and 990 – Mike Rubin**



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- Mike presented the audit to the committee. He stated that he was happy to report that we received a clean audit, with no internal control findings, and no instances of non-compliance. Mike gave a thorough recap of the audit report and went through each of the financial statements. John Simoneau brought up his concerns regarding a negative balance on the Statement of Financial Position under Net Assets without donor restrictions. Mike responded that in part it was due to ICR. John stated that we need to work on building up our assets without donor restrictions. Mike stated that if the ICR is not in place on the state level we cannot recoup the loss however on the Federal side we can. President Johnson, Mike Rubin, and Stephen Vaughan stated that we have taken the necessary steps for this not to happen again.
- Mike also presented the 990 and said the auditors had just completed schedule I. That updated schedule was not included in the packet but was sent out to all Board members right after the meeting. Under refundable advance does all that need to be refunded? The answer was yes.

**Outcome:** Fernando Muniz made a motion to approve the audit and the revised 990. Sandy Mello offered a second. All were in favor; none opposed; the motion carried.

### **Approve CWP Bonus/Incentive Policy – President Johnson**

- President Johnson explained that this policy had previously been submitted and accepted by this committee. It was asked what the process would be. That section as well as guidelines have all been included. This is a discretionary policy which is based on the availability of funds.

**Outcome:** A motion was made by Sheldon Bustow and seconded by Stephen Vaughan to approve the Incentive/Bonus Plan. All were in favor; none opposed; the motion carried.

### **Governance – Tom Mongellow**

#### **Nomination of Vice-Chair**

- Chairman Mongellow reported that Jennifer DiBella has agreed to serve as the second Vice-Chair on the CWP Executive Board.

**Outcome:** A motion was made by Sheldon Bustow to appoint Jennifer DiBella as the second Vice-Chair. Matt Hart offered a second; all were in favor; none opposed; the motion carried.

#### **Board Members Expiring Terms**

Chairman Mongellow explained to the committee that we have several long serving Board members whose terms are up in June and they have met their limit. The Governance committee has been busy looking at our targets to ensure that our Boards membership is comprised of those we serve. Those long serving members are Sheldon Bustow, Lindy Lee Gold, Jonathan Richmond, and John Simoneau. If we want to keep these individuals in their board seat a change must be made to the existing By-laws.

### **President/CEO Report: Alex Johnson Updates**

#### **Annual Meeting**

- President Johnson announced that our Annual Meeting will return to an in-person event on June 16, 2023 at the Holiday Inn on East River Dr. in East Hartford. The Development committee has been busy planning for this and other activities. He shared that we have identified the sponsorship levels for our Annual Meeting and this would help us contribute towards our unrestricted net assets deficit. We will send this out to all Board members.



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**Legislative Session**

- President Johnson reported that CWP held their first Legislative Briefing at the State Capitol in partnership with Speaker of the House Matt Ritter and Majority Leader Jason Rojas on Wednesday March 22, 2023.

**Kimberly Staley**

- President Johnson stated that he has received and accepted the resignation of our EVP/CAO Kimberly Staley who has accepted a position with US DOL as a Regional Administrator for the state of Georgia. This is bittersweet and we will miss Kim and all she has brought to CWP. Those in attendance expressed their sadness and happiness at this news. Kim spoke as well and thanked everyone for everything.

**ADJOURN**

Chairman McGeary called for a motion to adjourn at 9:38am. and stated that our meetings going forward will be in person with a remote option. Stephen Vaughan made the motion which was seconded by Sandy Mello. All were in favor; none opposed; the motion carried. Our next meeting is May 24<sup>th</sup>

APPROVED